

CITY OF ELK GROVE HOUSING ELEMENT PROGRESS REPORT

DECEMBER 1, 2003 TO DECEMBER 31, 2004

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The following report describes the progress that the City of Elk Grove has made implementing its Housing Element. This report covers the period from December 1, 2003 through December 31, 2004 as it is consistent with the timeframe from adoption of the City's General Plan (November 15, 2003). Future reports are anticipated to cover a 12-month period. For questions regarding this report, please contact Pamela Speciale or Jessica Shalamunec with the City of Elk Grove Development Services, Planning Division at (916) 478-2265.

PROGRESS IN MEETING REGIONAL HOUSING NEED

1. Building Permits Issued December 2003 through December 2004

In the City, building permits have been issued for 4,479 single family units and 498 multifamily units during the period from December 1, 2003 through December 31, 2004.

2. Progress toward Regional Housing Needs Allocation

Since the start of the Regional Housing Needs Allocation (RHNA) period, development in the City has accounted for 66.3 percent of the total RHNA. The City has met 100 percent of its above moderate-income housing need and has also made significant progress toward very low-, low-, and moderate-income housing units. Of the 4,740 residential units permitted from December 1, 2003 through December 31, 2004, 261 have deed restrictions (regulatory agreements recorded against the property) that require the units to be affordable to very low-, low-, or moderate-income households for a specified period of time. See Table 1 below for a summary of progress made toward the RHNA allocation.

Table 1
Regional Housing Needs Allocation Progress

Income Category	RHNA 2000- 2007	RHNA Progress through December 2004	RHNA Progress from December 1, 2003 to December 31, 2004	Deed - Restricted Units with Building Permits Dec. 2003 to Dec. 2004	Total RHNA Units through Dec. 2004		Remaining RHNA Allocation (All Affordable Units)	
					#	%	#	%

Very Low	3,509	292	63	63	292	8.3	3,217	91.7
Low	2,316	670	198	198	670	28.9	1,646	71.1
Moderate	2,606	304	0	0	304	11.7	2,302	88.3
Above Moderate	4,568	7,356	4,479	N/A	7,356	161.2	0	0
Total	12,999	8,622	4,740	261	8,622	66.3	7,165	55.1

Source: SACOG Regional Housing Needs Plan; City of Elk Grove

3. Progress toward Quantified Objectives New Construction

The City's Housing Element recognized that implementation of the Housing Element would not necessarily result in the construction of 100 percent of the units identified in the Regional Housing Needs Allocation. While the Housing Element ensures that adequate sites will be available for the development of the RHNA units, the City cannot require developers to build 100 percent of the RHNA units and the City does not have the funding necessary to construct all of the RHNA units. To address this, the City's Housing Element quantified the number of affordable units that the City anticipated would be developed during implementation of the Housing Element. During 2004, there were no at-risk units requiring preservation and the City did not fund the rehabilitation of any housing units; rehabilitation of housing units by private owners is not tracked by income level. The City's progress toward meeting these quantified objectives for new construction is shown in Table 2 below.

Table 2
Quantified Objectives Progress

Income Category	Quantified Objectives 2000 - 2007	Progress through Dec. 2004		Remaining Quantified Objectives	
		#	%	#	%
Very Low	410	292	71.2	118	28.8
Low	780	670	85.9	110	14.1
Moderate	515	304	59.0	228	44.3
Total	1,705	1,266	74.2	439	25.7

B. HOUSING ELEMENT ACTION ITEM IMPLEMENTATION

The City of Elk Grove has diligently implemented the actions identified in the City's Housing Element. As the City prepares a comprehensive update to the Zoning Code, staff has reviewed the Housing Element action items to ensure that they are addressed through the Zoning Code update. The City has developed an inventory of its affordable housing projects and its sites available for affordable housing development. The status of each action item and the effectiveness of implementing that item are discussed in Table 3.

Table 3
Housing Element Action Item Implementation

Action Item	Status and Effectiveness (by December 31, 2004)
H-1 Action 1 Identify land suitable (e.g., without physical or environmental constraints that would prevent availability during the planning period) for zone change to sufficiently accommodate the City's identified housing needs through 2007 with adequate sites. Rezone of lands, as	Complete. City has received affordable housing proposals on three of the sites rezoned. Of these proposals, two have been funded and one proposal is still in the process of identifying the specific development proposal and funding needed. Developers

<p>identified in the table below, shall occur no later than July 2004.</p> <p><i>Time Frame: 2004</i></p>	<p>have inquired regarding providing affordable housing projects on two other rezone sites.</p>
<p>H-1 Action 2</p> <p>Projects shall consider the City's housing needs and designate residential sites at densities consistent with the City's identified housing needs through Specific Plan, rezoning, Special Planning Area, and annexation pre-zoning.</p> <p><i>Time Frame: on-going</i></p>	<p>Projects, such as Sterling Meadows and the Laguna Ridge Specific Plan, are analyzed for consistency with the policy and have been required to provide sites consistent with the City's identified housing needs and the land use policies of the General Plan.</p>

<p>H-1 Action 3</p> <p>Update financing and phasing plans to provide infrastructure improvements necessary to support affordable new development to occur concurrently with production of market-rate development and consider housing affordability in the development of infrastructure fees and payment structures.</p> <p><i>Time Frame: on-going</i></p>	<p>Plans adopted for Laguna Ridge Specific Plan (SP) provide affordable sites in each phase of the development that can be developed concurrently with market-rate sites. This SP also allows affordable high density residential to be processed in advance of the overall phasing for the plan area.</p>
<p>H-1 Action 4</p> <p>Develop mixed-use zoning designations to accommodate multi-family and commercial or office uses on sites with a General Plan designation of Commercial/Multi-family, Office/Multi-family, and Commercial/Office/Multi-family. These zoning designations shall accommodate maximum densities from 20 to 30 residential units per acre. Use of these zones shall replace the use of LC, SC, GC, and BP zones on sites designated for mixed-use in order to provide clearer zoning designations for the development community. Sites designated for non-residential use shall not be zoned with mixed-use zoning designations.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. A multi-family overlay (MF) zoning designation was developed to accommodate multi-family uses of 15.1 to 30 units per acre on sites that are also identified for other uses, including commercial and office uses.</p>
<p>H-1 Action 5</p> <p>Continue to permit transitional and emergency shelters as a permitted use in the GC and M-1 zoning districts in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>Transitional and emergency shelters continue to be permitted uses in the GC and M-1 zoning districts.</p>
<p>H-1 Action 6</p> <p>Revise Zoning Ordinance to allow transitional and emergency shelter uses in residential zones, through the Planning Director Special Permit Process identified in H-12 Action 4, designated RD-15 and higher.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. Transitional and emergency shelter uses are allowed in all residential zones.</p>
<p>H-1 Action 7</p> <p>Continue to permit housing for agricultural employees as a permitted use in agricultural zones in the Elk Grove Zoning Code and housing serving six or fewer employees as a permitted use in all residential zones, in accordance with Health and Safety Code Sections 17021.5 and 17021.6, in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>Housing for agricultural employees continues to be a permitted use as specified.</p>

<p>H-1 Action 8</p> <p>Continue to provide for the development of mobile home parks by retaining the Mobilehome Park zoning district in the Elk Grove Zoning Code.</p> <p><i>Time Frame: on-going</i></p>	<p>The Mobilehome Park zoning district continues to be in the Elk Grove Zoning Code.</p>
<p>H-1 Action 9</p> <p>Continue to allow the placement of manufactured housing on single-family lots in residential zones.</p> <p><i>Time Frame: on-going</i></p>	<p>Placement of manufactured housing on single-family residential zones continues to be allowed.</p>
<p>H-1 Action 10</p> <p>Maintain an inventory that details the amount, type, and size of vacant and underutilized parcels to assist developers in identifying land suitable for residential development and that also details the number of very low, low, and moderate income units constructed annually. If the inventory indicates a shortage of available sites, the City shall rezone sufficient sites to meet the City's housing needs. If the inventory indicates that multiple use sites are not being used to provide multifamily housing, the City shall take action, such as rezoning additional multifamily sites or revising development standards for multiple use sites, to ensure adequate sites are available to meet the City's housing needs.</p> <p><i>Time Frame: annually</i></p>	<p>City has developed and is maintaining an inventory of sites. Currently, the City has adequate sites to meet its affordable housing needs. However, based on development trends on multiple use sites, the City Council directed staff to prepare a General Plan Amendment (GPA) to identify more High Density Residential sites in order to ensure adequate sites for affordable housing. This GPA is in process and is anticipated to be considered by City Council in early 2006.</p>
<p>H-1 Action 11</p> <p>Require new development to be consistent with the development standards described in the City's National Pollutant Discharge Elimination System (NPDES) permit as described in the Conservation and Safety Elements of the General Plan.</p> <p><i>Time Frame: on-going</i></p>	<p>Projects are required to be consistent with the City's NPDES permit.</p>
<p>H-2 Action 1</p> <p>Revise Zoning Ordinance to revise lot-size standards to include lots 2,900 to 4,000 square feet in size, commensurate with lot density. This shall also provide lot-size standards for developments receiving a density bonus, by decreasing the minimum lot size standard necessary to accommodate a 25 percent density bonus.</p> <p><i>Time Frame: 2004</i></p>	<p>A comprehensive update of the City's Zoning Ordinance is underway and anticipated to be adopted by the end of 2005. Standards for 2,900 to 4,000 square foot lots are included in the update.</p>

<p>H-2 Action 2</p> <p>Revise Zoning Ordinance to allow corner duplexes in single-family residential developments without a use permit.</p> <p><i>Time Frame: 2004</i></p>	<p>Completed. The Zoning Code was modified in 2003 to encourage corner duplexes in single-family residential developments.</p>
<p>H-3 Action 1</p> <p>Encourage multifamily opportunities on sites meeting the following criteria: (a) proximity to public transit or bus service; (b) proximity to commercial and social services; (c) parcel size and configuration which enhances the feasibility of development; (d) lack of physical constraints (noise, wetlands); (e) provision for a variety of housing types and affordable housing opportunities; (f) generally be no smaller than eight (8) acres and no larger than fifteen (15) acres unless a development request for rezone has been submitted that reasonably identifies that a smaller parcel will serve a special needs group or meet an affordable housing need and that the size of the parcel is appropriate to meet the housing need, and (g) other criteria deemed appropriate including integration of multifamily units within the larger adjacent neighborhood. These criteria should be considered in the review of applications and proposals involving multifamily development. Note: Policy LU-5 in Land Use Element includes criteria to be followed in determining multifamily sites. Applicant-initiated requests for rezone are subject to the City's zoning code and can be requested at any time.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of the identification of additional multifamily sites under the Multifamily Rezone Project (H-1 Action 1) and the current GPA that is in process (H-1 Action 10), the factors identified in this Action Item were considered. Additionally, the factors identified in this action are considered for each multifamily housing project that is submitted to the City.</p>
<p>H-3 Action 2</p> <p>Support high-density residential development along transit (e.g., light rail) corridors that provide regular service by placing high density residential or mixed-use sites near transit opportunities, where appropriate and feasible, when developing a new Specific Plan or Special Planning Area.</p> <p><i>Time Frame: on-going</i></p>	<p>The City continues to support these residential developments, but received no proposals in 2004. In 2005, the City expects to create a transit-oriented land use zone for an Amtrak station on a site that has a multi-family overlay.</p>
<p>H-4 Action 1</p> <p>Focus efforts for provision of affordable housing by giving preference in the allocation of City resources (including funding and staff time) first to multifamily housing affordable to very low and low income households, then to zero-lot line, or reduced setback, single-family housing, corner duplexes, and second</p>	<p>The Affordable Housing Fund, Elk Grove's main source of financing for affordable housing, funded only multifamily low-income developments. Three developers were funded, with a total of approximately \$5.5 million. The City will include these funding preferences in future rounds of competitive</p>

dwelling units affordable to very low and low income households. <i>Time Frame: on-going</i>	funding for projects.
H-4 Action 2 Support affordable housing development through direct financial assistance, regulatory incentives (e.g., density bonuses), and land write-downs. <i>Time Frame: on-going</i>	The City has provided approximately \$5.5 million of subsidy to affordable housing projects as well as approved density bonuses when applicable.
H-5 Action 1 Revise the density bonus ordinance to further encourage affordable housing development by offering increased density for single-family uses and/or an additional incentive for either single-family or multifamily uses to developments that provide more than the required number of affordable units and to provide incentives for mixed-use developments (commercial or office uses must be on same parcel as housing) providing an affordable housing component. <i>Time Frame: 2004</i>	A comprehensive update of the City's Zoning Ordinance is underway and anticipated to be adopted by year-end 2005. The existing density bonus ordinance will be revised as part of that effort.
H-6 Action 1 Assign Very Low Income Housing Trust Funds, Affordable Housing Fees, and pursue CDBG/HOME funds and other affordable housing subsidies for housing projects affordable to very low and low-income households. <i>Time Frame: on-going</i>	From the Affordable Housing Fund, the City has provided approximately \$5.5 million of subsidy to affordable housing projects. The City also designed two housing programs designed to preserve housing stock for very low- and low-income people.
H-6 Action 2 Develop sources of predevelopment financing through available federal, state, local, and private sources, including the HOME and CDBG programs, to assist affordable or special needs housing development being carried out by qualified nonprofit housing corporations. <i>Time Frame: on-going</i>	The City will look into opportunities to provide pre-development funding through the Affordable Housing Fund.
H-6 Action 3 Participate in the Sacramento County Regional Sanitation Board's fee waiver and deferral program to reduce impact fees for affordable housing developments, prioritizing developments that offer first-time homebuyer units. <i>Time Frame: on-going</i>	The City offers fee waivers to affordable housing projects, generally waiving the Affordable Housing Fund fee for all affordable units. Additional fee waivers will be evaluated in the future.
H-6 Action 4 Issue an annual notice of funding availability	The City made several loans (worth

<p>for available City resources and create streamlined development assistance programs in order to provide public, competitive funding processes for affordable housing funding resources available through the City.</p> <p><i>Time Frame: on-going</i></p>	<p>approximately \$5.5 million) through the Affordable Housing Fund in a non-competitive process. In 2005 and 2006, the City anticipates changing the funding process to become competitive. Funding would then be announced annually with a notice of funding availability.</p>
<p>H-6 Action 5</p> <p>Adopt a program of regulatory and financial incentives for affordable housing. This program may include one or more of the following: public subsidies, density bonuses, expedited or preferential permit processing, fee waivers or deferrals, and modified standards to allow cost savings to developers providing affordable housing. The City shall assist developers in applying for available financing and provide these affordable units a priority for fee waivers and other incentives. To the extent that an applicable Specific Plan establishes target average density and/or multiple housing type policies, projects shall generally be required to comply with applicable target average density and/or multiple housing type requirements at the subdivision level to assure a variety of housing opportunities within each subdivision.</p> <p><i>Time Frame: 2004</i></p>	<p>The City adopted the previously-established County Affordable Housing Fund and Very Low-Income Housing Trust Fund to provide financial incentives to low- and very low-income housing developers. The City also adheres to the State density bonus law. Affordable housing units are also offered fee waivers from the Affordable Housing Fund fee.</p>
<p>H-7 Action 1</p> <p>Establish homeownership programs for low- and moderate-income households.</p> <p><i>Time Frame: 2004</i></p>	<p>The City considered a downpayment assistance program, funded through the Affordable Housing Fund, and will continue to evaluate how to best address the enormous affordability gap. The City is joining SHRA Consortium in 2006, which will provide approximately \$300,000 over three years for downpayment assistance, with some funds coming from the American Dream Downpayment Initiative (ADDI) Program.</p>
<p>H-7 Action 2</p> <p>Support homeownership programs carried out by nonprofit housing corporations through provision of land, financial assistance, and/or technical assistance.</p> <p><i>Time Frame: on-going</i></p>	<p>The City began conversing with NeighborWorks, a non-profit which provides homeownership services. In 2005, the City plans to financially support several activities which will increase homebuyers' knowledge of the homeownership process.</p>
<p>H-7 Action 3</p> <p>Partner in the various SHRA and other local first-time homebuyer programs or identify first-time homebuyer programs that can be</p>	<p>The City explored creating a downpayment assistance program, and in 2006 will join the SHRA Consortium to provide funding for homeownership. Interested residents are</p>

provided by the City. <i>Time Frame: on-going</i>	referred to the California Housing Finance Agency, which provides assistance to low- and moderate-income homebuyers.
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<p>H-8 Action 1</p> <p>Require that all affordable housing development subsidized by the City or required by the City contain provisions that assure long-term affordability mechanisms (e.g., 45 years or more).</p> <p><i>Time Frame: on-going</i></p>	<p>Completed. All affordable housing subsidized by the City had an affordability period of at least 45 years.</p>
<p>H-8 Action 2</p> <p>Maintain affordability for intended period of time through development agreements and/or deed restrictions and ongoing monitoring for compliance.</p> <p><i>Time Frame: on-going</i></p>	<p>Affordability was maintained through development agreements and deed restrictions and monitored as necessary.</p>
<p>H-9 Action 1</p> <p>Encourage and support energy efficiency in new construction through SMUD's Energy Efficient New Construction Program, which provides financial incentives to builders to exceed minimum energy efficiency standards.</p> <p><i>Time Frame: on-going</i></p>	<p>The City promotes energy efficiency, and encourages developers to look into SMUD's Energy Efficient New Construction Program, among other energy efficiency resources.</p>
<p>H-9 Action 2</p> <p>Develop a program that would require housing developers (both single-family and multifamily) to build a minimum percentage of units that meet Title 24, Tier II or Tier III energy standards.</p> <p><i>Time Frame: 2004</i></p>	<p>All projects are required to comply with Title 24 standards.</p>
<p>H-9 Action 3</p> <p>Encourage participation in SMUD's PV (photovoltaic) Pioneer program.</p> <p><i>Time Frame: on-going</i></p>	<p>The City encourages participation in SMUD's PV Pioneer program, as applicable.</p>
<p>H-10 Action 1</p> <p>Allow flexibility in development standards such as smaller unit sizes and parking reduction for senior projects.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This includes many senior projects. Parking reduction for senior projects was already included in the Zoning Code.</p>
<p>H-10 Action 2</p> <p>Encourage housing projects targeted to senior households by identifying incentives for senior housing development, in conjunction with H-6 Action 5.</p> <p><i>Time Frame: 2004</i></p>	<p>The City funded Vintage at Laguna Apartments, a 158-unit senior complex, using \$1.2 million in Affordable Housing Funds. The City encouraged affordable senior projects by offering fee waivers.</p>

H-10 Action 3 Work with other jurisdictions to assess homeless needs and develop plans to address homelessness that may occur. <i>Time Frame: on-going</i>	The City participated in the Sacramento County annual count of homeless persons. Funding was provided through CDBG to Sacramento Self-Help Housing, which provides services for homeless prevention and services for the currently homeless.
H-10 Action 4 Work with the Sacramento Housing and Redevelopment Agency to provide emergency shelters and other support services that address homelessness at a regional level. <i>Time Frame: on-going</i>	The City funds Sacramento Self-Help Housing, which provides homelessness support services, and, when necessary, refers residents to shelters in Sacramento County.
H-10 Action 5 Procure funding sources (e.g., CDBG, HOME) to help finance the City's fair share of homeless and other special needs housing and services. <i>Time Frame: on-going</i>	The City received funding from two CDBG grants during 2004 and a portion of these grants was allocated to Sacramento Self-Help Housing, which provides homeless services, and also allocated to the Sacramento Human Rights/Fair Housing Commission, which provides fair housing services to all households, including special needs households and those in danger of becoming homeless.
H-10 Action 6 Provide assistance to emergency shelter facilities for the homeless population, including alcohol and drug recovery programs, through the County Department of Human Assistance (DHA) and non-profit services providers. <i>Time Frame: on-going</i>	The City funded Sacramento Self-Help Housing, a non-profit homeless service provider. Sacramento Self-Help Housing makes referrals to drug and alcohol recovery programs as necessary.
H-10 Action 7 Support the creation and operation of transitional housing programs operated by Sacramento Housing and Redevelopment Agency and other non-profit housing groups. <i>Time Frame: on-going</i>	The City funded Sacramento Self-Help Housing, which offers housing referrals to homeless or near-homeless individuals and families.
H-10 Action 8 Identify sources of decent, suitable, and affordable shelter for homeless individuals and families sufficient to meet the City's identified needs. <i>Time Frame: 2004/on-going</i>	Sacramento Self-Help Housing refers Elk Grove residents in need of affordable shelter to housing opportunities. The City provided funding for the non-profit, which keeps an extensive and frequently updated list of housing for homeless individuals and families.
H-11 Action 1 Develop and distribute housing resource materials, including location of existing and	The City provided information on affordable housing opportunities upon inquiry. In 2005,

<p>planned affordable housing and housing assistance programs.</p> <p><i>Time Frame: 2004/on-going</i></p>	<p>a database will be developed in 2005 to catalog all affordable units within City limits. In 2006, the City will also create a housing website to make this information more accessible.</p>
<p>H-12 Action 1</p> <p>In addition to supporting affordable housing development as indicated by Goals 1 and 2 of this element, also encourage a diverse blend of housing options to promote the retention of households through the development of move-up housing for first-time homebuyers.</p> <p><i>Time Frame: on-going</i></p>	<p>Many market-rate units built in 2004 will provide move-up opportunities for first-time homebuyers. The City also approved a high-density, mixed-income condominium development (William Lyon Homes' Gallery Walk) to provide a variety of housing choices to area residents. The City continues to encourage a diverse range of housing types for people of all incomes.</p>
<p>H-13 Action 1</p> <p>Review and revise the Zoning Ordinance to incorporate changes to the development standards that would accommodate and encourage a variety of affordable housing development types, including multifamily, low income housing, and to identify incentives to be offered in association with density bonuses. Modifications may include reduced requirements for a Special Planning Area (SPA) including an affordable housing component and changes to curb, gutter, and sidewalk requirements, setbacks, and lot coverage.</p> <p><i>Time Frame: 2002/2003</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This allows variation with higher-density units, which are often more affordable.</p>
<p>H-13 Action 2</p> <p>Prepared and adopt design guidelines, in a manner that does not unduly impact the cost and supply of housing, to ensure multifamily and infill development is compatible with surrounding uses and to reduce the potential for opposition to market-rate and affordable multi-family housing projects. Multifamily residential design guidelines shall require the following features:</p> <ul style="list-style-type: none"> • Sufficient outdoor privacy for each unit (e.g., patios, decks) • Parking away from the primary access street screened with landscaping • Assurance of proper site and building maintenance • Pitched and varied rooflines • Functional and accessible interior site open space • Recreational areas for children 	<p>The modified Design Guidelines for single-family development were adopted in March 2003 and multi-family development in April 2004. The Design Guidelines now encourage multi-family compatibility.</p>

<ul style="list-style-type: none"> • Easily identifiable and sheltered entrances to units • Energy efficient design • On-site management, (if rental complex) • Design that discourages features such as large blank walls and monotonous color schemes. • Public safety <p><i>Time Frame: 2003</i></p>	
<p>H-13 Action 3</p> <p>Amend the Zoning Ordinance to establish clear locational and development standards and to establish a streamlined review and approval procedures for emergency shelters, and transitional housing projects satisfying the adopted standards.</p> <p><i>Time Frame: 2004</i></p>	<p>The Zoning Code update was begun in late 2004, and will include a streamlined review and approval process for emergency shelters and transitional housing. The Zoning Code update will be completed in early 2006.</p>
<p>H-13 Action 4</p> <p>Review the appropriateness of reducing, waiving, and/or deferring fees for units affordable to very low and low income households, including second dwelling units, senior housing, and apartment units, and housing for special needs groups, including agricultural employees, emergency/transitional housing, and housing for persons with disabilities, and take subsequent action, as appropriate, based upon this review to make the development of such units more financially feasible.</p> <p><i>Time Frame: 2004</i></p>	<p>Affordable Housing Fund fees are waived for all affordable units. The City also offered opportunities for "gap" financing of affordable properties through the Affordable Housing Fund, and gave \$5.5 million in funding.</p>
<p>H-13 Action 5</p> <p>Periodically analyze and determine whether there are constraints on the development, maintenance and improvement of housing intended for persons with disabilities, consistent with Senate Bill 520 enacted January 1, 2002. The analysis will include an evaluation of existing land use controls, permit and processing procedures, zoning and building codes. If any constraints are found in these areas, the City will initiate actions to address these constraints, including removing the constraints or providing reasonable accommodation for housing intended for persons with disabilities. The City will adopt a reasonable accommodation procedure that is consistent with the requirements of Senate Bill 520.</p>	<p>The changes made to the Zoning Code allow development flexibility that is not in conflict with the housing needs of persons with disabilities. All projects are required to comply with applicable standards in the Americans with Disabilities Act.</p>

<p><i>Time Frame: The City will conduct an evaluation and develop a reasonable accommodation procedure by January 2005 and if any constraints are found, the City will take subsequent actions within six months of the completion of the evaluation. This evaluation will be conducted on an annual basis.</i></p>	
<p>H-14 Action 1</p> <p>Create or designate a staff position as housing coordinator to guide housing development projects through the planning process and implement housing-related programs and policy initiatives.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>Two staff members were designated, one in the Planning Division and one in the Housing section. The staff members work together to guide housing projects through the planning process and implement housing policy. Additionally, the City employs several other staff to address housing issues, as necessary.</p>
<p>H-14 Action 2</p> <p>Develop an affordable housing program that identifies resources available through the City, incentives for providing affordable housing, and a process by which financial resources will be allocated and incentives granted for developments providing housing that is affordable or serves the special needs populations. Actions described under Policy H-14 shall be incorporated into the affordable housing program.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>Two affordable housing programs and funding sources, the Affordable Housing Fund and the Very Low Income Housing Trust Fund, were developed to support the City's affordable housing needs. Staff promote these programs, as well as associated incentives (e.g., fee waivers) to non-profit and for-profit developers willing to build affordable units. Several projects, including Geneva Pointe Apartments and Vintage at Laguna Senior Apartments, were approved and received Affordable Housing Fund assistance packages.</p>
<p>H-14 Action 3</p> <p>Establish Affordable Housing Permit process as an administrative process for Planning Director review and approval of affordable and multifamily housing developments. The Affordable Housing Permit process shall be applicable to development of 150 units or less and shall require consistency with design guidelines (See H-3 Action 1).</p> <p><i>Time Frame: 2004</i></p>	<p>The Planning Director is the approving authority for multifamily projects of 150 units or fewer, regardless of their affordability. The Zoning Code was amended to contain this provision in 2003.</p>
<p>H-14 Action 4</p> <p>The Affordable Housing Permit process identified in H-14 Action 3 shall include a component for Planning Director review and approval of emergency and transitional housing facilities. The Affordable Housing Permit process shall be applicable to emergency or transitional housing development not exceeding 20 units (or 40 beds) and shall require consistency with design guidelines (See Action 3-1b. Prior to</p>	<p>Emergency and transitional housing facilities are permitted by right in GC and M-1 zoning designations. In RD-7 through RD-30, they are conditionally permitted. The City began updating its Zoning Code to contain these provisions, and the update will be completed in early 2006.</p>

<p>issuance of the permit, a Public Hearing shall be held before the Planning Commission for public comment on the project and its design.</p> <p><i>Time Frame: 2004</i></p>	
<p>H-14 Action 5</p> <p>Continue to conduct interdepartmental coordination meetings to coordinate the early review of development projects and address policy concerns.</p> <p><i>Time Frame: on-going</i></p>	<p>Prior to submittal of a formal application, City staff has participated in coordination meetings with agency representatives and affordable housing developers and continues to do so.</p>
<p>H-15 Action 1</p> <p>Encourage more creative and flexibly designed projects with an affordable housing component by providing a fee waiver and allow flexibility in development requirements, such as in the Special Planning Area process or similar type of plan, for affordable housing.</p> <p><i>Time Frame: on-going</i></p>	<p>As part of establishing the Design Review Process, the City amended the Zoning Code to eliminate minimum lot width and public street frontage requirements to allow alternate development standards for higher density, smaller unit projects. This allows variation with higher-density units, which are often more affordable.</p>
<p>H-16 Action 1</p> <p>Develop summary information handouts for residential developers to explain applicable Zoning Ordinance and General Plan requirements. Provide specific examples of projects meeting these requirements. Train staff in the residential project review process to ensure consistency in the application of all City standards.</p> <p><i>Time Frame: 2003/2004</i></p>	<p>A member of the planning staff is available at the counter for assistance during business hours. Additionally, the Zoning Code and the General Plan are available on the City's Planning website for easy reference.</p>
<p>H-17 Action 1</p> <p>Annually review the Housing Element to determine the effectiveness of the element and its consistency with the General Plan, as part of the annual review required by Government Code Section 65400. Report to the Planning Commission and City Council the findings of this review and suggest changes if needed.</p> <p><i>Time Frame: on-going</i></p>	<p>The City reviews its Housing Element on a regular basis and presents its findings to the City Council. The City also forwards its report to the State Department of Housing and Community Development.</p>
<p>H-18 Action 1</p> <p>Develop an Owner Occupied Housing Rehabilitation Program in order to assist very low and low income households occupying housing in need of repair. This program shall not be used to provide for general, regular maintenance of the dwelling, but for repairs that are not economically feasible to the homeowner due to the high cost of the repair or economic situation of the homeowner.</p>	<p>Guidelines for an Owner-Occupied Housing Rehabilitation Loan Program, funded through CDBG, were established.</p>

<i>Time Frame: 2003/2004</i>	
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H-18 Action 2 Provide a brochure on housing conservation and utility assistance programs directed at assisting residents in the very low, low, and moderate income categories. <i>Time Frame: 2003/2004</i>	The City refers individuals interested in utility assistance programs to their local energy provider, usually SMUD. SMUD offers several programs to help low-income families pay for and/or reduce their utility usage.
H-18 Action 3 Fund a Senior Housing Emergency Repair Program. <i>Time Frame: 2003/2004</i>	The City established Emergency Repair Guidelines, and because of the very low income limit, it is anticipated that most participants will be senior households.
H-18 Action 4 Perform a bi-annual review of City neighborhoods to identify areas that appear to be in decline and provide information on available housing rehabilitation programs to neighborhood residents. <i>Time Frame: 2004, 2006, 2008</i>	The City performed this assessment for the 2003/04 fiscal year, and initial neighborhoods were identified. The City will create a brochure in 2005 and send this to neighborhood residents.
H-18 Action 5 Investigate the feasibility of establishing a rental inspection program. <i>Time Frame: 2003</i>	The City has investigated the feasibility of establishing a rental inspection program, and found it to be presently not a priority. The City will reinvestigate the establishment of a program in 2006.
H-18 Action 6 Continue to carry out Neighborhood Preservation activities as a means to ensure the quality of the housing stock and residential neighborhoods. <i>Time Frame: on-going</i>	The City established the on-going programs of Owner-Occupied Rehabilitation and Emergency Repair to preserve housing stock. Community Enhancement (code enforcement services) also actively aids in maintaining the quality of housing stock and neighborhoods.
H-18 Action 7 Remove unsafe or dilapidated housing through the Neighborhood Preservation Program. <i>Time Frame: on-going</i>	Unsafe or dilapidated housing was identified and removed from the housing stock as necessary by the Community Enhancement Division.
H-18 Action 8 Utilize available mechanisms that prohibit tax deductions for owners of substandard rental units cited for code violations. <i>Time Frame: on-going</i>	The City continues to explore mechanisms to negatively affect the finances of owners of rental properties cited for code violations. Currently, owners who do not repair code violations within a specified period of time are subject to fines.
H-19 Action 1 Develop and implement an infrastructure preservation program to ensure that infrastructure facilities are adequately maintained and do not contribute to the	The Public Works staff regularly inspects all City-owned infrastructure and makes repairs as necessary. Currently, the City has a Capital Improvement Plan, in which some projects include bringing older infrastructure

deterioration of neighborhoods. <i>Time Frame: 2004/2005</i>	up to current standards.
H-20 Action 1 Explore implementing the state-funded Mobile Home Park Assistance Program (MPAP) which assists low-income mobile home park tenants acquire tenant ownership of their park. <i>Time Frame: 2004/2005</i>	The City is continuing to look into this.
H-20 Action 2 Provide programs to preserve or offer replacement housing to mobile home park tenants if the mobile home park is demolished or otherwise removed from the housing stock. <i>Time Frame: on-going</i>	No mobile home parks were demolished or otherwise removed from the housing stock.
H-21 Action 1 Monitor and evaluate the conversion of rental housing units to condominiums in order to assist in amending of the land use plan to provide for additional multifamily areas if necessary. <i>Time Frame: on-going</i>	During 2004, there were two condominium conversions and it was determined that designating additional multi-family areas was not necessary. The City fully complied with its legal obligation to provide adequate multi-family sites to meet its RHNA.
H-21 Action 2 Develop and adopt requirements for proposals requesting conversion of rental units to for-sale ownership units. Requirements and evaluation factors shall include a minimum rental vacancy rate, (the vacancy rate shall be determined through an annual market-rate rental survey), maximum number of units allowed to convert annually, relocation assistance to tenants, and affordability of units. <i>Time Frame: on-going</i>	The existing Zoning Code has a condominium conversion ordinance which includes minimum rental vacancy rate, relocation assistance to tenants, and right to terminate conversion. The City plans an updated condominium conversion ordinance to include maximum number of units allowed to convert, and will consider the affordability of units.
H-22 Action 1 Carry out any necessary actions to address impediments to fair housing choice. <i>Time Frame: on-going</i>	The Human Rights/Fair Housing Commission conducted an annual fair housing audit, and no properties within the City were cited. The Commission also addresses impediments to fair housing choice by providing information to residents.
H-22 Action 2 Comply with federal and state anti-discrimination laws. <i>Time Frame: on-going</i>	The City does not discriminate in any housing program. The fair housing logo is included on most public documents.
H-22 Action 3 Promptly address complaints of discrimination in the sale, rent, and development of housing. The City shall	The City works closely with Sacramento Human Rights/Fair Housing Commission to address fair housing complaints. The City

<p>develop a procedure to refer complaints of discrimination to the appropriate authority.</p> <p><i>Time Frame: on-going</i></p>	<p>funds the Fair Housing Commission annually for these services.</p>
<p>H-22 Action 4</p> <p>Encourage developers to provide amenities for single heads of households, the disabled, and senior citizens. These could include the provision of childcare centers, wheelchair access, and the addition of a clubhouse or other recreational facility.</p> <p><i>Time Frame: on-going</i></p>	<p>The Design Guidelines require a minimum of one on-site amenity for multi-family development. These amenities may include childcare centers, clubhouses, or other recreational facilities. All projects are required to meet the requirements of the Americans with Disabilities Act to ensure wheelchair accessibility, etc.</p>
<p>H-22 Action 5</p> <p>The City will provide informational brochures on fair housing practices and the City's anti-discrimination procedures. Brochures will be displayed at City libraries, City offices and on the City web-site.</p> <p><i>Time Frame: Develop brochure and display by July 2004</i></p>	<p>The Sacramento Human Rights/Fair Housing Commission produced a brochure on fair housing practices, which was mailed to all rental units within the City and was available at various locations around the City.</p>
<p>H-23 Action 1</p> <p>Establish an bi-annual monitoring program to identify assisted housing units at risk of losing their affordability subsidies or requirements.</p> <p><i>Time Frame: bi- annually</i></p>	<p>The City has developed a database of affordable housing projects. No units are currently at-risk.</p>
<p>H-23 Action 2</p> <p>Work with federal, state, nonprofit housing organizations, and Sacramento Housing and Redevelopment Agency that function to purchase or fund the purchase of subsidized, at-risk complexes that the owner wishes to convert to market rate.</p> <p><i>Time Frame: on-going</i></p>	<p>No conversions to market rate; therefore, not applicable.</p>
<p>H-23 Action 3</p> <p>Establish a program to preserve affordable housing at risk of converting to market rate through a program that includes notification to owners and tenants and participation in federal, state, and local (SHRA) preservation programs.</p> <p><i>Time Frame: when necessary</i></p>	<p>Not yet necessary.</p>

<p>H-23 Action 4</p> <p>Participate with the California Housing Finance Agency, developers using mortgage revenue bond allocations, and lending institutions to preserve, and/or replace subsidies for federally assisted housing with expiring Section 8 subsidies.</p> <p><i>Time Frame: when necessary</i></p>	<p>Not yet necessary.</p>
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C. MITIGATION OF GOVERNMENTAL CONSTRAINTS

The Housing Element did not identify any governmental constraints that required mitigation. However, in an effort to keep governmental constraints at a minimum and to reduce the potential for constraints, the Housing Element identified action items associated with Policies H-13 through H-17. Implementation of these action items is discussed in Table 3 above.